



CITY OF SAN BRUNO COMMUNITY PREPAREDNESS COMMITTEE

MINUTES
September 20, 2012

CALL TO ORDER

Meeting Called to order at 6:30 P.M.

1. ROLL CALL

Committee Members

	<u>Present</u>	<u>Absent</u>
Dena Gunning, Chair	x	
George Peponis, Vice Chair	x	
Steven Johnson, Member	x	
Ronald LaPedis, Member	x	
Mike Ward, Member	x	

Ex-officio Members

Brian Molver, OES District Coordinator		x
Walt Long, Am. Radio Volunteers Liaison.	x	

Staff Members

Dave Downing - Fire		x
Jim Allan - Fire	x	
Gary Carson - Fire	x	
Tim Mahon - Police	x	

2. REVIEW OF AGENDA

Agenda was reviewed.

3. APPROVAL OF MINUTES

Minutes for May were approved with corrections.

4. UNFINISHED BUSINESS

- Update on social media communication. Battalion Chief Allan reported that he Spoke with Lieutenant Mahon who said the Police Department now has a draft policy on the use of SMC Alert.
- Update on posting of committee minutes and agendas on the City's web-site. Up to date, with the exception of last couple months. Keep item on the agenda...
- Calendar of Events:
- CERT Update: Next sessions Starts on September 25, 2012. Approximately 10 people have signed up. Flyers went out to all new contacts as well as those on the previous list and to residents of the Glenview neighborhood.
- Update on CERT Backpack project: Still waiting for the helmets, backpacks and vests to come in, all other supplies have been stored in the storage cage at Station 51.

- Preparedness Day Events:
Preparedness Day at the Senior Center for Senior Citizens is scheduled for Wednesday, September 26, 2012 between 10:00 a.m. and Noon.
Dena presented a draft of flyer for the first Preparedness Day at the Resource and Recovery Center on Saturday, September 29, 2012 between 10:00 a.m. and 2:00 p.m. After discussion the Committee agreed to some color changes for the banner heading backgrounds which Dena will make before the flyer is distributed. The Committee will also need to determine how much space needs to be blocked off for the OES Communications Van and the antique fire engine; so that Battalion Chief Allan can report this to the Police Department and Public Works.

5. **STAFF REPORTS**

Police: Lieutenant Mahon – No report not present.

Fire: Battalion Chief Allan – Reported: That it is official that he has been appointed as the Fire Marshal and Dave Downing has been appointed the Deputy Fire Chief for the Cities of Millbrae and San Bruno. Jim also reported that San Bruno will be hiring 3 new Firefighters in October.

OES: Dena – Was not able to get an update from OES. Dena did report that Donald Mattei, former Police Chief from Belmont, CA has been appointed to OES Supervisor filling the vacancy created when Bill O'Callahan resigned.

6. **COMMITTEE REPORTS**

Amateur HAM Radio Operators: Walt Long – Reported they participated in the Burlingame Spirit Run Event and it went well. They have an invitation from the Millbrae operators for dinner October 4, 2012 at Peters Café; and the question came up whether to use that as their October meeting or do they have the meeting and attend the dinner. Question on last month's Simplex drill came up whether or not it was reported and reflected in the minutes. It was not. Dena requested that this be recorded in the August minutes. Gary has added the following to the report in the August minutes: Walt reported on the Simplex Drill. Walt, Dena and Janet went mobile, Walt stated there was no problem communicating between the City Hall EOC, Recreation Center and Senior Center. Janet was up in the Portola Highlands and there were no problems with communication. However Walt could not hear Janet between the Senior Center and Skyline College. Otherwise the drill went well.

7. **NEW BUSINESS**

No new business

8. **AGENDA BUILDING FOR NEXT MEETING.**

- Update on social media communication.
- Update on Committee Minutes & Agenda postings on City's Web-Site.
- Update on CERT.
- Update on CERT Backpack Project
- Reports on Preparedness Day, at the Senior Center, Wednesday, September 26, 2012; and Preparedness Day at the Resource & Recovery Center, Saturday, September 29, 2012.

9. **PUBLIC COMMENT ITEMS NOT ON THE AGENDA:**
None.

10. **ADJOURNMENT:**
The meeting was adjourned at 7:40 p.m.